



HOME GUARANTY CORPORATION
ANNUAL PROCUREMENT PLAN
CY 2017

Code (PAP)	Procurement Program/Project	PMO/ End- User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
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A.	GOODS AND SERVICES											
1	Corporate Giveaways	Corporate Planning Department	Public Bidding	Aug. 2017	Sept. 2017	Oct. 2017	Nov. 2017	COB	4,264,300.00	4,264,300.00		
	a. Supply and delivery of Christmas Ham	Human Resource Department	Small Value Procurement	Dec. 2017	Dec. 2017	Dec. 2017	Dec. 2017	COB	135,700.00	135,700.00		
	b. Supply and delivery of Christmas Grocery Baskets	Human Resource Department	Small Value Procurement	Dec. 2017	Dec. 2017	Dec. 2017	Dec. 2017	COB	100,000.00	100,000.00		
2	Security Services-Head Office	Administrative Department	Public Bidding	Aug. 2017	Sept. 2017	Nov. 2017	Nov. 2017	COB	6,949,800.00	6,949,800.00		
3	Security Services-Projects	Asset Management Group	Public Bidding	Aug. 2017	Sept. 2017	Oct. 2017	Nov. 2017	COB	13,500,000.00		13,500,000.00	
4	Janitorial Services-Head Office	Administrative Department	Public Bidding	Nov. 2017	Dec. 2017	Jan. 2018	Feb. 2018	COB	3,581,731.00	3,581,731.00		Re-biddd; carry over to 2018
5	Lease of office premises	Administrative Department	Negotiated Procurement	Nov. 2017	Nov. 2017	Dec. 2017	Dec. 2017	COB	64,668,690.51	64,668,690.51		
6	Maintenance of centralized airconditioning units and other mechanical equipment of Jade Bldg.	Administrative Department	Small Value Procurement	Sept. 2017	Sept. 2017	Sept. 2017	Sept. 2017	COB	798,000.00	798,000.00		
7	Procurement of Petroleum, Oil and Lubricant requirements for motor vehicles	Administrative Department	Public Bidding	Aug. 2017	Sept. 2017	Oct. 2017	Nov. 2017	COB	3,502,893.17	3,502,893.17		
8	Procurement of Service Vehicles	Administrative Department	Public Bidding	Sept. 2017	Oct. 2017	Nov. 2017	Dec. 2017	COB	10,000,000.00		10,000,000.00	
9	Production and Printing of Annual Report	Corporate Planning Department	Public Bidding	Aug. 2017	Sept. 2017	Oct. 2017	Feb. 2018	COB	598,800.00	598,800.00		
10	Lease of venue for the 2017 Regional Housing Finance Briefing in Iloilo	Bus. Devt. & Accts. Evaluation Department	Small Value Procurement	Mar. 2017	Mar. 2017	Mar. 2017	Mar. 2017	COB	77,400.00	77,400.00		
11	Lease of venue for the 2017 Regional Housing Finance Briefing in Davao City	Bus. Devt. & Accts. Evaluation Department	Small Value Procurement	Mar. 2017	Apr. 2017	Apr. 2017	Apr. 2017	COB	61,240.00	61,240.00		
12	Lease of venue for the 2017 Regional Housing Finance Briefing in Cebu City	Bus. Devt. & Accts. Evaluation Department	Small Value Procurement	June 2017	June 2017	July 2017	July 2017	COB	100,000.00	100,000.00		
13	Lease of Venue for Client Appreciation Night	Guaranty Group	Negotiated Procurement	Sept. 2017	Sept. 2017	Oct. 2017	Oct. 2017	COB	1,200,000.00	1,200,000.00		
14	Lease of Venue for the HGC 2017 Corporate Summer Teambuilding Activity	Human Resource Department	Small Value Procurement	May 2017	May 2017	May 2017	May 2017	COB	656,000.00	656,000.00		
15	Services of a Badminton Court for 2017 KSA Sportsfest	Human Resource Department	Small Value Procurement	Nov. 2017	Nov. 2017	Nov. 2017	Dec. 2017	COB	45,000.00	45,000.00		
16	Lease of Venue for the Gender Sensitivity Training	GAD	Small Value Procurement	Oct. 2017	Oct. 2017	Nov. 2017	Nov. 2017	COB	341,590.00	341,590.00		
17	Training Services for the Gender Sensitivity Training	GAD	Small Value Procurement	Oct. 2017	Oct. 2017	Nov. 2017	Nov. 2017	COB	72,000.00	72,000.00		
18	Rental of tourist buses for HGC Corporate Summer Teambuilding Activity	Human Resource Department	Small Value Procurement	May 2017	May 2017	May 2017	May 2017	COB	124,950.00	124,950.00		
19	Procurement for 2017 KSA Sportsfest Activities	Human Resource Department	Small Value Procurement	Nov. 2017	Nov. 2017	Nov. 2017	Nov. 2017	COB	114,575.00	114,575.00		
20	Procurement for Christmas Party Celebration	Human Resource Department	Small Value Procurement	Dec. 2017	Dec. 2017	Dec. 2017	Dec. 2017	COB	345,000.00	345,000.00		
21	Corporate Planning Activities	Corporate Planning Department	Negotiated Procurement	Oct. 2017	Nov. 2017	Nov. 2017	Nov. 2017	COB	1,500,000.00	1,500,000.00		

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44	Graphic Software	Management Information Systems Department	Small Value Procurement	Sept. 2017	Sept. 2017	Oct. 2017	Oct. 2017	COB	250,000.00		250,000.00	
45	Electronic Data Management Software	Management Information Systems Department	Small Value Procurement	Oct. 2017	Oct. 2017	Nov. 2017	Nov. 2017	COB	450,000.00		450,000.00	
46	Systems Development (Integrated System)	Management Information Systems Department	Public Bidding	Sept. 2017	Oct. 2017	Nov. 2017	Dec. 2017	COB	2,000,000.00		2,000,000.00	
47	Supply of Firewall with Analyzer Appliance	Management Information Systems Department	Small Value Procurement	Apr. 2017	Apr. 2017	May 2017	May 2017	COB	790,000.00		790,000.00	
48	Supply of ISO 9001 & 27001 compliant Unified Management Platform Software license	Management Information Systems Department	Small Value Procurement	Mar. 2017	Mar. 2017	Apr. 2017	May 2017	COB	736,750.00	736,750.00		
49	Procurement of antivirus license	Management Information Systems Department	Small Value Procurement	Oct. 2017	Nov. 2017	Nov. 2017	Dec. 2017	COB	309,600.00	309,600.00		
50	Upgrade/Renewal of Licenses	Management Information Systems Department	Public Bidding	Sept. 2017	Oct. 2017	Nov. 2017	Dec. 2017	COB	2,245,400.00	2,245,400.00		
51	Windows licenses	Management Information Systems Department	Agency to Agency	Not Applicable				COB	500,000.00		500,000.00	DBM Procurement Services
52	IPPBX System	Management Information Systems Department	Public Bidding	Sept. 2017	Oct. 2017	Nov. 2017	Dec. 2017	COB	4,293,500.00		4,293,500.00	
53	Cloud Based Back Up and Recovery Solution	Management Information Systems Department	Public Bidding	Sept. 2017	Oct. 2017	Nov. 2017	Dec. 2017	COB	1,260,000.00		1,260,000.00	
54	Backup Fiber Optic Internet Connection	Management Information Systems Department	Small Value Procurement	Oct. 2017	Oct. 2017	Nov. 2017	Dec. 2017	COB	480,000.00		480,000.00	Re-bidder; carry over to 2018
Hardware:												
55	Network Rehabilitation/Rewiring	Management Information Systems Department	Small Value Procurement	Sept. 2017	Sept. 2017	Oct. 2017	Oct. 2017	COB	1,000,000.00		1,000,000.00	
56	Network Switches and Hubs	Management Information Systems Department	Small Value Procurement	Oct. 2017	Oct. 2017	Nov. 2017	Nov. 2017	COB	500,000.00		500,000.00	
57	Supply of Fire Suppression System for the HGC Data Center	Management Information Systems Department	Small Value Procurement	May 2017	Jun. 2017	Jun. 2017	Jul. 2017	COB	187,000.00		187,000.00	
58	Laptop	Management Information Systems Department	Small Value Procurement	Sept. 2017	Sept. 2017	Oct. 2017	Oct. 2017	COB	500,000.00		500,000.00	
59	Printers	Management Information Systems Department	Small Value Procurement	Sept. 2017	Oct. 2017	Nov. 2017	Nov. 2017	COB	250,000.00		250,000.00	
60	Multimedia Projectors	Management Information Systems Department	Small Value Procurement	Sept. 2017	Oct. 2017	Nov. 2017	Nov. 2017	COB	100,000.00		100,000.00	



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61	Blade Servers	Management Information Systems Department	Public Bidding	Sept. 2017	Sept. 2017	Oct. 2017	Oct. 2017	COB	1,500,000.00		1,500,000.00	
ICT Machineries and Equipment												
62	Generator Set-Data Center	Management Information Systems Department	Small Value Procurement	Aug. 2017	Sept. 2017	Oct. 2017	Oct. 2017	COB	1,000,000.00		1,000,000.00	
63	CCTV Upgrade	Management Information Systems Department	Small Value Procurement	Oct. 2017	Nov. 2017	Dec. 2017	Dec. 2017	COB	250,000.00		250,000.00	
TOTAL									146,968,873.22	100,385,023.22	46,583,850.00	
B. CONSULTING SERVICES												
1	Procurement of Consulting Services to develop HGC's Medium Term Competency Based Learning & Development Plan	Human Resource Department	Public Bidding	Jul. 2017	Jul. 2017	Oct. 2017	Jan. 2018	COB	749,614.00	749,614.00		
2	Development of Total Compensation Framework	Human Resource Department	Public Bidding	Aug. 2017	Sept. 2017	Oct. 2017	Oct. 2017	COB	2,000,000.00	2,000,000.00		
3	Work Measurement Studies	Human Resource Department	Small Value Procurement	Aug. 2017	Sept. 2017	Oct. 2017	Oct. 2017	COB	750,000.00	750,000.00		
4	Consultancy Services for Business Process Improvement	Corporate Planning Department	Negotiated Procurement			May 2017	May 2017	COB	180,000.00	180,000.00		
TOTAL									3,679,614.00	3,679,614.00		
C. OTHERS												
1	Procurement of Comprehensive Health Care Plan	Human Resource Department	Public Bidding	May 2017	Jun. 2017	Jul. 2017	Jul. 2017	COB				Budget of P2.3 Million is under Personnel Services
GRAND TOTAL									150,648,487.22	104,064,637.22	46,583,850.00	

Submitted by:

BERNADETTE T. ILAGAN

Member, BAC Secretariat

MARIA LOURDES B. ABAYARI

Member, BAC Secretariat

TERESITO CAYO A. BUTARDO

Head, BAC Secretariat

Recommending Approval:

For the Bids and Awards Committee

JIMMY B. SARONA

Chairman, Bids and Awards Committee

Approved by:

CORAZON G. CORPUZ

Officer In Charge